

OPEN FLAME

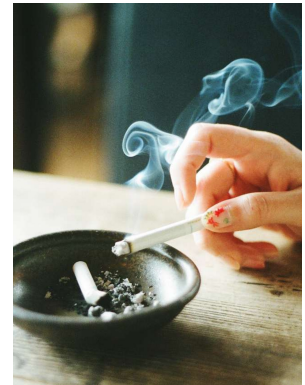
Quick Reference Guide

BLACK
BOX
OPERATIONS

Quick Reference is a one-sheet report on subjects impacting theatre users at 12th Ave Arts. Topics are related to building improvements, policies, communication, and equipment. They do not include issues specific to current work or of a time-sensitive nature, which will be handled more directly. Please feel free to distribute this Quick Reference sheet to your company members. They are living documents that will be updated and archived at blackboxoperations.org for reference.

OPEN FLAME

1. **Permit...** Black Box Operations (BBO) has an Occupancy Permit from the City of Seattle that allows open flame onstage under very controlled circumstances. Use of flame must be planned and approved by BBO staff. If your show requires pyrotechnics or open flame that exceeds the conditions below, you must apply for a separate permit and inspection from SFD. Given that 12th Ave Arts is a housing complex, the application is likely to be denied.
2. **Monitor...** Any open flame must be monitored by a member of the company with no responsibility for any other action in the scene. The monitor must have a clear line of sight to the flame and a clear path to move to the location of the flame in the case of an emergency. They cannot monitor from the booth. The monitor must be trained to use a fire extinguisher and have hands on a fire extinguisher during each scene involving flame. BBO owns one portable fire extinguisher for this purpose.
3. **Matches...** A live match onstage must be extinguished immediately and secured in a container of water or sand before it is moved.
4. **Smoking...** Cigarettes and cigars that are lit onstage are treated like matches. An ash tray must be in close proximity and contain water or sand. Smoking materials cannot be moved unless they are extinguished.
5. **Candles...** Candles are safe when they are contained in glass holders or lanterns. These are the only circumstances in which lit candles can be moved onstage.
6. **Flame Retardant...** Any performer who travels within 36" of an open flame must wear a costume treated in a flame retardant, such as Rosco Flamex. Flammable surfaces in proximity to flame (such as table linens) must be treated as well. The retardant must be reapplied after each washing.
7. **Stage Drapery...** BBO's cycs, scrims, and masking panels have all been made flame resistant to legal safety standards. This does not mean that they are *fireproof*. Any open flame used in a 12th Ave Arts production must be 72" inches or more from heavy curtains. Any fire damage to stage drapes, no matter how small, will require full replacement, which is estimated \$600-\$5000/panel.
8. **Flame in construction...** Creation of flame or sparks outside of public events is managed by the safety standards of your own company. The immediate area must be free of dust and flammable chemicals. Producers are responsible for any damage to BBO equipment, including drapes, seats, and platforms. Pay special attention to sparks from grinders; these can cause small holes in fabric several yards away. Fire extinguishers are mounted in the Shop, lobby, backstage hallway, platform storage room, and each vestibule.



NOTE: BBO *does not* have a welding permit. Welding on the property without a permit is grounds for your rental contract to be cancelled without refund.